

**Seely & Associates, Inc.****INVOICE****INVOICE**

**7810 South Valley Drive  
Fairfax Station, VA 22039  
Tel. 703-239-0710**

Date: May 23, 2003

Inv. # RU23-05

To: Lorri McKnight  
Village of Ruidoso  
313 Cree Meadow  
Ruidoso, NM 88345

Wastewater Treatment  
Plant Project

From: Richard L. Seely  
President  
Seely & Associates, Inc.

Date	Description	Amount
5/13/03	For project activities/tasks completed by Dr. Richard Seely, Robert Moore, Richard Burton, and Sarah Brock aimed at meeting EPA program requirements and preparing data for inclusion in the project PER. Work completed includes: preliminary project design, on-site research and data collection, preparation of project action plan and budget, involvement in planning meetings. The fees due Seely & Associates include expenses.	86,162.50
	<b>Total</b>	<b>\$86,162.50</b> ✓

Tasks/Activities Completed by Seely & Associates

1. Discussions with engineers, product manufacturers and preparation of preliminary project design
2. Research and preparation of cost estimates for project budget objective classes.
3. Preparation of preliminary project budget.
4. Preparation of project summary and action plan.
5. Review with and approval by EPA/Dallas of project action plan, budget, and other

- project components.
6. Discussions with New Mexico Environment Department officials regarding the project budget, action plan, project elements.
  7. Research of EPA wastewater programs regarding intent, agency definition of Ruidoso project, federal project requirements, etc.
  8. Preparation of and submission to Ruidoso officials of with periodic update reports and project recommendations.
  9. Ongoing discussions with EPA officials regarding the design criteria, project action plan and implementation timeline.
  10. Preparation and finalization of EPA application working in cooperation with Village of Ruidoso officials, Molzen-Corbin and other organizations. .
  11. Research of OMB and other current project requirements to ensure compliance.
  12. Meetings in Ruidoso re project design, other technical details of project.
  13. Ongoing research on alternative project designs and cost savings.
  14. Discussions with EPA Project Director Bill Black re project content. Completion of pre-award documentation and council meeting report.
  15. Ongoing discussions with New Mexico officials including Stephanie Dubois and Steven Baumgarn regarding the lift station, resolution of the phosphorus problem, among other project related subjects.
  16. Submission to EPA of the Ruidoso project technical and financial information.
  17. Trips by Richard Seely and Robert Moore to Ruidoso to meet with Mayor Leon Eggleston, Village Manager Lorri McKnight, Cleatis Richards and other officials re project budget, narrative, and other documentation and the submission of the application to EPA

<b>COST OR PRICE FORMAT FOR SUBAGREEMENTS UNDER U.S. EPA ASSISTANCE</b> (See accompanying instructions before completing this form)		Form Approved OMB No. 2030-0020			
<b>PART I - GENERAL</b>					
1. RECIPIENT <div style="text-align: center;">Village of Ruidoso, NM</div>		2. ASSISTANCE IDENTIFICATION NO. <div style="text-align: center;">XP-97630701-0</div>			
3. NAME OF CONTRACTOR OR SUBCONTRACTOR <div style="text-align: center;">Seely &amp; Associates, Inc.</div>		4. DATE OF PROPOSAL			
5. ADDRESS OF CONTRACTOR OR SUBCONTRACTOR <div style="text-align: center;">7810 South Valley Drive  Fairfax Station, VA 22039</div>		6. TYPE OF SERVICE TO BE PROVIDED <div style="text-align: center;">Project management - research, planning meetings, preparation of required documentation, discussions/negotiation with EPA officials, completion of application, among other tasks</div>			
<b>PART II COST SUMMARY</b>					
7. DIRECT LABOR (Specify labor categories)	ESTI- MATED HOURS	HOURLY RATE	ESTIMATED COST	TOTALS	
Dr. Richard Seely - Senior Project Manager	294	\$ 125.00	\$ 36,750.00		
Robert Moore - Senior Project Manager	198	\$ 115.00	\$ 22,770.00		
Richard Burton - Senior Engineer	82	\$ 110.00	\$ 9,020.00		
Sarah Brock - Budget/Finance	128	\$ 60.00	\$ 7,680.00		
	0	\$ -	\$ -		
	0	\$ -	\$ -		
<b>DIRECT LABOR TOTAL:</b>				<b>\$ 76,220.00</b>	
8. INDIRECT COSTS (Specify indirect cost pools)	RATE	x BASE=	ESTIMATED COST		
Overhead on Direct Labor			\$ -		
General and Administrative Overhead	1.7	\$8,945.98	\$ 8,945.98		
	0	\$ -	\$ -		
<b>INDIRECT COST TOTAL:</b>				<b>\$ 8,945.98</b>	
9. OTHER DIRECT COSTS					
a. TRAVEL			ESTIMATED COST		
(1) TRANSPORTATION			\$ 827.72		
(2) PER DIEM					
<b>TRAVEL SUBTOTAL:</b>			<b>\$ 827.72</b>		
b. EQUIPMENT, MATERIALS, SUPPLIES		QTY	COST		ESTIMATED COST
Copies		844	\$ 0.20 <del>20.00</del>		\$ 168.80
Prints					\$ -
		0	\$ -		\$ -
		0	\$ -		\$ -
<b>EQUIPMENT SUBTOTAL:</b>			<b>\$ 168.80</b>		
c. SUBCONTRACTS					
<b>SUBCONTRACTS SUBTOTAL:</b>			<b>\$ -</b>		
d. OTHER (Specify categories)			ESTIMATED COST		
			\$ -		
			\$ -		
			\$ -		
<b>OTHER SUBTOTAL:</b>			<b>\$ -</b>		
<b>e. OTHER DIRECT COSTS TOTAL:</b>				<b>\$ 996.52</b>	
<b>10. TOTAL ESTIMATED COSTS</b>				<b>\$ 86,162.50</b>	
<b>11. PROFIT</b>					
<b>12. TOTAL PRICE</b>				<b>\$ 86,162.50</b>	

### PART III PRICE SUMMARY

13. COMPETITOR'S CATALOG LISTINGS, IN HOUSE ESTIMATES, PRIOR QUOTES <i>(Indicate basis for price comparison)</i>	MARKET PRICE(S)	PROPOSED PRICE
ACEC NM Guide for Estimation of Engineering Services (Construction Cost \$2,000,000)		
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
	\$ -	
		\$ -

### PART IV - CERTIFICATIONS

#### 14. CONTRACTOR

14a. HAS A FEDERAL AGENCY OR A FEDERALLY CERTIFIED STATE OR LOCAL AGENCY PERFORMED ANY REVIEW OF YOUR ACCOUNTS OR RECORDS IN CONNECTION WITH ANY OTHER FEDERAL ASSISTANCE AGREEMENT WITHIN THE PAST 12 MONTHS?

☐ YES ☒ NO (If "YES" give name, address, and telephone number of reviewing office)

Mr. So and So  
US Agency  
Street  
City, State Zip

14.b. THIS SUMMARY CONFORMS WITH THE FOLLOWING COST PRINCIPLES

Cost Accounting Principals

14.c. This proposal is submitted for use in connection with and in response to  
This is to certify to the best of my knowledge and belief that the cost and pricing data  
summarized herein are current and accurate as of

6/22/2003

and that financial management capability exists to fully account for the financial transactions under this project. I further certify that I understand that the subagreement price may be subject to downward renegotiation and/or recoupment where the above cost and pricing data have been determined, as a result of audit, not to have been complete, current, and accurate as of the date above.

(3)

DATE OF EXECUTION

Nuhane Suly

SIGNATURE OF PROPOSER

President, Suly & Associates, Inc.

TITLE OF PROPOSER

#### 15. RECIPIENT REVIEWER

I certify that I have reviewed the cost/price summary set forth herein and the proposed costs/prices appear acceptable for subagreement award.

DATE OF EXECUTION

SIGNATURE OF REVIEWER

TITLE OF REVIEWER

#### 16. EPA REVIEWER (If applicable)

DATE OF EXECUTION

SIGNATURE OF REVIEWER

TITLE OF REVIEWER